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GOVERNMENT OF THE DISTRICT OF COLUMBIA
D.C. COMMISSION ON THE ARTS AND HUMANITIES

Call For entries

SUBMISSION DEADLINE: friday, OCTOBER 6, 2006, 5:30pm

All entries must be

submitted by the DEADLINE TO BE REVIEWED

The DC Commission on the Arts and Humanities

is purchasing artwork to be part of the District of Columbia's 2007 Art Bank Program. The Art Bank is a growing collection of moveable works funded through DC Creates Public Art, the District's Art in Public Places Program. Works in the collection are owned by the DC Commission on the Arts and Humanities and are loaned to other District Government agencies for display in public areas of government buildings. This collection helps preserve the city's past and is an important legacy for future generations. Currently, approximately 1,600 artworks are on display in over 100 District government agencies. This is an opportunity for artists to have their artwork acquired and exhibited in these sites as part of our continued commitment to supporting our vibrant artistic community and its excellence.

Artwork

The Art Advisory Committee will select two-dimensional works including prints, drawings, mixed media, paintings, and photographs. The artwork submitted for consideration must be available for purchase and review (see calendar). Artwork must be created with archival materials. Work must have been created within the last five years to be eligible.

Selection Process

The Art Advisory Committee will review submitted images and make preliminary selections. All applicants will be notified of final selection in writing. Artists must deliver works identified for possible purchase to the Arts Commission for final review by the Art Advisory Committee (see calendar). The Arts Commission will retain selected works for framing. Artists must retrieve works not selected by the committee (see calendar). The Arts Commission reserves the right to negotiate the purchase price or decline to purchase any artwork selected by the committee.

Artist Eligibility

Open to all artists with preference given to individuals residing or working in the District of Columbia.

Art Advisory Committee

Carl Cole, Commissioner, DC Commission on the Arts and Humanities

Judy Greenberg, Director, The Kreeger Museum

Karen Holtzman, Fine Art Appraiser

Alejandro Negrin, Director, Cultural Institute of Mexico

Paul Roth, Curator of Photography and Media Arts, Corcoran Gallery of Art

D.C. Commission on the Arts and Humanities

Dorothy McSweeney, Chair ♦ Anthony Gittens, Executive Director

410 8th Street, NW, 5th floor, Washington, DC 20004

PHONE (202) 724-5613 ♦ FAX (202) 727-4135 ♦ TDD (202) 727-3148

WEBSITE <http://dcarts.dc.gov> ♦ EMAIL dcarts@dc.gov

GOVERNMENT OF THE DISTRICT OF COLUMBIA
D.C. COMMISSION ON THE ARTS AND HUMANITIES

Government of the District of Columbia
Anthony A. Williams, Mayor

application
application
application
application
application
application
application
application
application

form

applicant information

NAME

ADDRESS

CITY/STATE/ZIP

E-MAIL

DAYTIME TELEPHONE.....

ADDRESS(WORK).....

GALLERY AFFILIATION (IF APPLICABLE).....

CITY/STATE/ZIP.....

E-MAIL.....

OTHER TELEPHONE.....

October 6
deadline for submission.

Oct. 30-Nov. 3
Notification Week

November 6-9
Selected artists deliver artwork

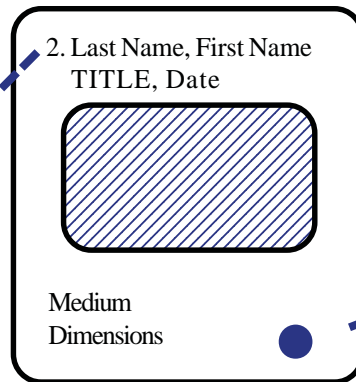
November 27-30
Pick up work that was not accepted

calendar

Image List & Slide

35 mm Slide Layout

2. Last Name, First Name
TITLE, Date



Medium
Dimensions

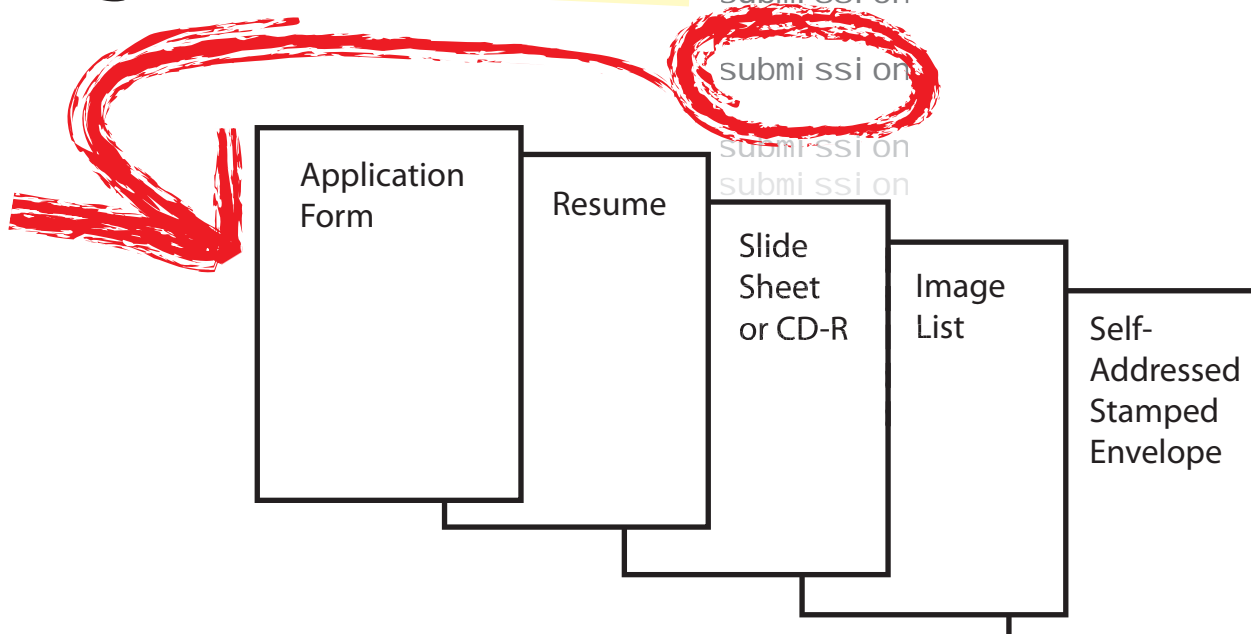
Orientation Dot
(bottom right corner)

Slide Index
Number

Slide Index Form

Index No.	Artist Name	Title
1.		
2.		
3.		

Page Order of



Art Bank Program

Last Name: _____

Index No.	Artist Name	Title	Unframed dim. (inches) H x W		Medium	Year	Retail Price (\$)	Available (✓)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								



Submission requirements

A COMPLETE SUBMISSION MUST CONTAIN THE FOLLOWING:

- ❑ 1. **Application Form.**
- ❑ 2. **Current artist resume.**
- ❑ 3. **Up to twenty (20) slides or digital images** of artworks that are for sale. Any images that do not conform to the guidelines outlined below will not be accepted.

Slide Format: Up to twenty (20) 35mm slides in a clear plastic slide sheet; each slide must be labeled with the artist's name, top of image and numbered to correspond to the Image List.

Digital Format: Up to twenty (20) digital images on a CD-R. Label the CD-R with the artist's name, contact information and number of images. Do not embed images into PowerPoint or submit moving image or audio files.

- o File Format – Submit only “High” quality JPGs (do not use GIFs, TIFFs or other formats)
- o Image Size – Images must be 1920 pixels on the longest side.
- o File Size – Files must be less than 5 MB
- o Images will be viewed on PCs, not Macs, so CD-Rs must be PC-readable, otherwise they are ineligible.
- o File Labeling – Files must be titled with a number indicating the viewing order, followed by the artist's last name. The numbers must correspond to the accompanying Image List. Use “0” in front of single digit numbers. Do not use more than 30 characters, and use only letters, numbers and underscores. **Example: 01_Jones; 02_Jones.** If using Mac OS 8 or 9 include a “.jpg” extension at the end of each image title. Example: 01_Jones.jpg.

- ❑ 4. **Image List**
- ❑ 5. **Self-Addressed Stamped Envelope with sufficient postage** and large enough to accommodate your images and any protection for your images if you would like them returned.

All entries must be received at DCCA by Friday, October 6, 2006 at 5:30 p.m. **This is NOT a postmark deadline.** Please retain the calendar for your reference.

Send all materials to:

Art Bank
DC Commission on the Arts and Humanities
410 8th Street, NW, Fifth Floor
Washington, DC 20004

For more information contact:

Charlotte Day Hoffman
Art Bank Coordinator
DC Commission on the Arts and Humanities
202-724-5613
charlotte.hoffman@dc.gov



Frequently

asked questions

Can I send slides or a CD?

Yes, you may send either slides or digital images on a CD-R.

How should I format my images?

Slide Format: You may submit up to twenty (20) 35mm slides in a clear plastic slide sheet; each slide must be labeled with the artist's name, top of image and numbered to correspond to the Image List. For further information, please see diagram on page 3 of application.

Digital Format: You may submit up to twenty (20) digital images on a CD-R. Label the CD-R with the artist's name, contact information and number of images. Do not embed images into PowerPoint or submit moving image or audio files.

- o File Format – Submit only “High” quality JPGs (do not use GIFs, TIFFs or other formats)
- o Image Size – Images must be 1920 pixels on the longest side.
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Example: 01_Jones; 02_Jones. If using Mac OS 8 or 9 include a “.jpg” extension at the end of each image title. Example: 01_Jones.jpg.
- o Images will be viewed on PCs, not Macs, so CD-Rs must be PC-readable.

Can I submit my images via email, rather than on CD-R?

Images must be submitted on a CD-R in a completed application packet. Any images received via email will not be eligible.

Can I hand-deliver my application to the Arts Commission office?

Yes, you may hand-deliver your application. All applications – whether sent or hand-delivered – must be received by Friday, October 6 at 5:30pm. This is not a postmark deadline, and there are no exceptions. Late applications will be disqualified.

My work is already in the Art Bank collection. Am I still eligible to apply?

Yes.

I am located outside of the metro-DC area. Will the Arts Commission pay to ship my work to the Commission's offices if it is selected for review?

The Commission cannot pay for shipping or delivery of any artwork whatsoever.